

CONTRACT BUDGET JUSTIFICATION

151796

MATERIALS AND SERVICES

CONTRACT NO. 18754

DATE 5/1/81

PROJECT TITLE Northeast Aging District Services

AGENCY Hollywood Senior Center

Information & Referral

Service Category (if applicable)

FUNDING SOURCE General Fund

Admininstration

CODE	DESCRIPTION OF ITEM AND BASIS FOR EVALUATION	ITEM TOTAL	CATEGORY TOTAL
220	Utilities @ \$ 1 per month	12	12
310	Office Supplies @ \$ 3 per month	36	36
420	Local Travel: 52 miles @ 23 ¢ per mile	12	12
440	Space Rental @ \$ 6 per month	72	72
570	Telephone @ \$ 8 per month	96	96

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PROJECT TITLE Northeast Aging District Services

AGENCY Hollywood Senior Center

Information & Referral

FUNDING SOURCE Gen. Fund.

Service Category (if applicable)
Services

CODE	DESCRIPTION OF ITEM AND BASIS FOR EVALUATION	ITEM TOTAL	CATEGORY TOTAL
220	Utilities @ \$ 5 per month	60	60
310	Office Supplies @ \$ 11 per month	132	132
410	Education : Training/Workshops	30	30
420	Local Travel: 183 miles @ 23 ¢ per mile	42	42
440	Space Rental @ \$ 18 per month	216	216
570	Telephone @ \$ 23 per month	276	276

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PROJECT TITLE Northeast Aging District Services

AGENCY Hollywood Senior Center

Case Management I

Service Category (if applicable)

FUNDING SOURCE Gen. Fund

Administration

CODE	DESCRIPTION OF ITEM AND BASIS FOR EVALUATION	ITEM TOTAL	CATEGORY TOTAL
220	Utilities @ \$ 1 per month	12	12
310	Office Supplies @ \$ 3 per month	36	36
420	Local Travel: 52 miles @ 23 ¢ per mile	12	12
440	Space Rental @ \$ 4 per month	48	48
570	Telephone @ \$ 6 per month	72	72

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PROJECT TITLE Northeast Aging District Services

AGENCY Hollywood Senior Center

Case Management I

Service Category (if applicable)

FUNDING SOURCE Gen. Fund

Services

CODE	DESCRIPTION OF ITEM AND BASIS FOR EVALUATION	ITEM TOTAL	CATEGORY TOTAL
220	Utilities @ \$ 5 per month	60	60
310	Office Supplies @ 9.25 per month	111	111
410	Education : Training/Workshops	25	25
420	Local Travel: 783 miles @ 23 ¢ per mile	180	180
440	Space Rental @ \$ 16 per month	192	192
570	Telephone @ \$ 21 per month	252	252

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CONTRACT NO. 18754DATE 5/1/81PROJECT TITLE Northeast Aging District ServicesAGENCY Hollywood Senior CenterCase Management II
Service Category (if applicable)
AdministrationFUNDING SOURCE Gen. Fund

CODE	DESCRIPTION OF ITEM AND BASIS FOR EVALUATION	ITEM TOTAL	CATEGORY TOTAL
220	Utilities @ \$ 1 per month	12	12
310	Office Supplies @ \$ 1.59 per month	19	19
420	Local Travel: 52 miles @ 23 ¢ per mile	12	12
440	Space Rental @ \$ 3 per month	36	36
570	Telephone @ \$ 4 per month	48	48

151296

CONTRACT BUDGET JUSTIFICATION

MATERIALS AND SERVICES

CONTRACT NO. 18754DATE 5/1/81PROJECT TITLE Northeast Aging District ServicesAGENCY Hollywood Senior CenterCase Management IIService Category (if applicable)FUNDING SOURCE Gen. FundServices

CODE	DESCRIPTION OF ITEM AND BASIS FOR EVALUATION	ITEM TOTAL	CATEGORY TOTAL
220	Utilities @ \$ 4 per month	48	48
310	Office Supplies @ \$ 8 per month	96	96
410	Education: Training/Workshops	25	25
420	Local Travel: 522 miles @ 23 ¢ per mile	120	120
440	Space Rental @ \$ 13 per month	156	156
570	Telephone @ \$ 14 per month	168	168

151796

CONTRACT NO. 18754

PROJECT TITLE Northeast Aging District Services

DATE 5/1/81

AGENCY Hollywood Senior Center

Individual Needs Assessment
Service Category (if applicable)

FUNDING SOURCE III-B

Administration

CODE	DESCRIPTION OF ITEM AND BASIS FOR EVALUATION	ITEM TOTAL	CATEGORY TOTAL
220	Utilities @ 50 ¢ per month	6	.6
310	Office Supplies @ 50 ¢ per month	6	6
440	Space Rental @ \$ 1 per month	12	12
570	Telephone @ \$ 1 per month	12	12

CONTRACT BUDGET JUSTIFICATION

151796

MATERIALS AND SERVICES

CONTRACT NO. 18754

DATE May 1, 1981

PROJECT TITLE Northeast Aging District Services

AGENCY Hollywood Senior Center

Individual Needs Assessment

FUNDING SOURCE III-B

Service Category (if applicable)

Services

CODE	DESCRIPTION OF ITEM AND BASIS FOR EVALUATION	ITEM TOTAL	CATEGORY TOTAL
220	Utilities @ \$1.50 per month	18	18
310	Office Supplies @ \$ 2 per month	24	24
420	Local Travel: 209 miles @ 23 ¢ per mile	48	48
440	Space Rental @ \$ 3 per month	36	36
570	Telephone @ \$ 4 per month	48	48

CONTRACT BUDGET JUSTIFICATION

MATERIALS AND SERVICES

CONTRACT NO. 18754

DATE 5/1/81

PROJECT TITLE Northeast Aging District Services

AGENCY Hollywood Senior Center

Outreach

Service Category (if applicable)

FUNDING SOURCE III-B

Administration

CODE	DESCRIPTION OF ITEM AND BASIS FOR EVALUATION	ITEM TOTAL	CATEGORY TOTAL
220	Utilities @ 50 ¢ per month	6	6
310	Office Supplies @ 50 ¢ per month	6	6
440	Space Rental @ \$ 1 per month	12	12
570	Telephone @ \$ 1 per month	12	12

151796

CONTRACT BUDGET JUSTIFICATION

MATERIALS AND SERVICES

CONTRACT NO. 18754DATE 5/1/81PROJECT TITLE Northeast Aging District ServicesAGENCY Hollywood Senior CenterOutreach
Service Category (if applicable)FUNDING SOURCE III-B

Services

CODE	DESCRIPTION OF ITEM AND BASIS FOR EVALUATION	ITEM TOTAL	CATEGORY TOTAL
220	Utilities @ \$ 1.50 per month	18	18
310	Office Supplies @ \$ 2.84 per month	34	34
420	Local Travel: 209 miles @ 23¢ per mile	48	48
440	Space Rental @ \$ 5 per month	60	60
570	Telephone @ \$ 6 per month	72	72

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MATERIALS AND SERVICES

CONTRACT NO. 18754

DATE 5/1/81

PROJECT TITLE Northeast Aging District Services

AGENCY Hollywood Senior Center

Legal Services/Advocacy
Service Category (if applicable)

FUNDING SOURCE III-B

Administration

CODE	DESCRIPTION OF ITEM AND BASIS FOR EVALUATION	ITEM TOTAL	CATEGORY TOTAL
220	Utilities @ 50¢ per month	6	6
310	Office Supplies @ 50¢ per month	6	6
440	Space Rental @ \$ 1 per month	12	12
570	Telephone @ \$ 1 per month	12	12

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151796

MATERIALS AND SERVICES

CONTRACT NO. 18754

DATE 5/1/81

PROJECT TITLE Northeast Aging District Services

AGENCY Hollywood Senior Center

Legal Services/Advocacy

Service Category (if applicable)

FUNDING SOURCE III-B

Services

CODE	DESCRIPTION OF ITEM AND BASIS FOR EVALUATION	ITEM TOTAL	CATEGORY TOTAL
220	Utilities @ \$ 3.50 per month	42	42
310	Office Supplies @ \$ 4.92 per month	59	59
420	Local Travel: 365 miles @ 23¢ per mile	84	84
440	Space Rental @ \$ 8 per month	96	96
570	Telephone @ \$ 10 per month	120	120

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151796

MATERIALS AND SERVICES

CONTRACT NO. 18754

DATE 5/1/81

PROJECT TITLE Northeast Aging District Services

AGENCY Hollywood Senior Center

Counseling
Service Category (if applicable)

FUNDING SOURCE III-B

Administration

CODE	DESCRIPTION OF ITEM AND BASIS FOR EVALUATION	ITEM TOTAL	CATEGORY TOTAL
220	Utilities @ 50¢ per month	6	6
310	Office Supplies @ 50¢ per month	6	6
440	Space Rental @ \$ 1 per month	12	12
570	Telephone @ \$ 1 per month	12	12

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151796

MATERIALS AND SERVICES

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DATE 5/1/81

PROJECT TITLE Northeast Aging District Services

AGENCY Hollywood Senior Center

Counseling

Service Category (if applicable)

FUNDING SOURCE III-B

Services

CODE	DESCRIPTION OF ITEM AND BASIS FOR EVALUATION	ITEM TOTAL	CATEGORY TOTAL
220	Utilities @ \$ 2.50 per month	30	30
310	Office Supplies @ \$ 4.09 per month	49	49
410	Education: Training/Workshops	25	25
420	Local Travel: 365 miles @ 23¢ per mile	84	84
440	Space Rental @ \$ 7 per month	84	84
570	Telephone @ \$ 8 per month	96	96

CONTRACT BUDGET JUSTIFICATION

151796

MATERIALS AND SERVICES

CONTRACT NO. 18754

DATE 5/1/81

PROJECT TITLE Northeast Aging District Services

AGENCY Hollywood Senior Center

Education

Service Category (if applicable)

FUNDING SOURCE III-B

Administration

CODE	DESCRIPTION OF ITEM AND BASIS FOR EVALUATION	ITEM TOTAL	CATEGORY TOTAL
220	Utilities @ \$ 1 per month	12	12
310	Office Supplies @\$1 per month	12	12
420	Local Travel: 61 miles @ 23¢ per mile	14	14
440	Space Rental @ \$ 3 per month	36	36
570	Telephone @ \$ 1 per month	12	12

CONTRACT BUDGET JUSTIFICATION

151796

MATERIALS AND SERVICES

CONTRACT NO. 18754

DATE 5/1/81

PROJECT TITLE Northeast Aging District Services

AGENCY Hollywood Senior Center

Education

Service Category (if applicable)

FUNDING SOURCE III-B

Services

CODE	DESCRIPTION OF ITEM AND BASIS FOR EVALUATION	ITEM TOTAL	CATEGORY TOTAL
220	Utilities: \$ 39 per month for 3,923 sq. ft. senior center space	468	468
310	Office Supplies @ \$ 1.09 per month	13	13
420	Local Travel: 156 miles @ 23¢ per mile	36	36
440	Space Rental: \$137 per month for 3,923 sq. ft. senior center space	1,644	1,644
570	Telephone @ \$ 4 per month	48	48

CONTRACT BUDGET JUSTIFICATION

151296

MATERIALS AND SERVICES

CONTRACT NO. 18754

DATE 5/1/81

PROJECT TITLE Northeast Aging District Services

AGENCY Hollywood Senior Center

Recreation

Service Category (if applicable)

FUNDING SOURCE III-B

Services

CODE	DESCRIPTION OF ITEM AND BASIS FOR EVALUATION	ITEM TOTAL	CATEGORY TOTAL
220	Utilities @ \$ 42.67 per month for 3,923 sq. ft. senior center space	512	512
310	Office Supplies @ \$ 1.50 per month	18	18
420	Local Travel: 178 miles @ 23¢ per mile	41	41
440	Space Rental: \$ 170 per month for 3,923 sq. ft. senior center space	2,040	2,040

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MATERIALS AND SERVICES

151796

CONTRACT NO. 18754

DATE 5/1/81

PROJECT TITLE Northeast Aging District Services

AGENCY Hollywood Senior Center

TOTAL CITY SUPPORT
Service Category (if applicable)

FUNDING SOURCE TOTAL CITY SUPPORT

CODE	DESCRIPTION OF ITEM AND BASIS FOR EVALUATION	ITEM TOTAL	CATEGORY TOTAL
220	Utilities: \$ 116 per month for 12 months	1,388	1,388
310	Office Supplies @ \$65.25 per month	783	783
410	Education: Training/Workshops	125	125
420	Local Travel: 3370 miles @ 23¢ per mile	775	775
440	Space Rental: \$ 413 per month for 12 months	4,956	4,956
570	Telephone @ \$ 136 per month for 12 months	1,632	1,632

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151796

MATERIALS AND SERVICES

CONTRACT NO. 18754

DATE 5/1/81

PROJECT TITLE Northeast Aging District Services

AGENCY Hollywood Senior Center

Recreation

FUNDING SOURCE Cash Match

Service Category (if applicable)

Administration

CODE	DESCRIPTION OF ITEM AND BASIS FOR EVALUATION	ITEM TOTAL	CATEGORY TOTAL
220	Utilities @ \$ 1 per month	12	12
310	Office Supplies @ \$ 1 per month	12	12
420	Local Travel: 65 miles @ 23¢ per mile	15	15
440	Space Rental @ \$ 2 per month	24	24
570	Telephone @ \$ 1 per month	12	12

151796

CONTRACT NO. 18754

DATE 5/1/81

AGENCY Hollywood Senior Center

Recreation

FUNDING SOURCE Cash Match

Service Category (if applicable)

Services

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MATERIALS AND SERVICES

151796

CONTRACT NO. 18754

DATE 5/1/81

PROJECT TITLE Northeast Aging District Services

AGENCY Hollywood Senior Center

Education

FUNDING SOURCE Program Income

Service Category (if applicable)
Services

CODE	DESCRIPTION OF ITEM AND BASIS FOR EVALUATION	ITEM TOTAL	CATEGORY TOTAL
220	Utilities @ \$ 12.50 per month	150	150
440	Space Rental: \$ 45.83 per month for 3,923 sq. ft. senior center space	550	550
560	Insurance: Comprehensive Liability, Property/Equipment, Non-owned auto, glass	200	200

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151796

MATERIALS AND SERVICES

CONTRACT NO. 18754

DATE 5/1/81

PROJECT TITLE Northeast Aging District Services

AGENCY Hollywood Senior Center

Recreation

Service Category (if applicable)

FUNDING SOURCE Program Income

Services

CODE	DESCRIPTION OF ITEM AND BASIS FOR EVALUATION	ITEM TOTAL	CATEGORY TOTAL
220	Utilities @ \$ 15 per month	180	180
440	Space Rental: \$ 55.83 per month for 3,923 sq. ft. senior center space	670	670
560	Insurance: Comprehensive Liability, Property/Equipment, Non-owned auto, glass	250	250

151706

Assurance of Compliance with

"Nondiscrimination on Basis of Handicap"

Section 504 of the Rehabilitation Act of 1973

Hollywood Senior Center (hereinafter called the "Contractor"), HEREBY

AGREES THAT it will comply with "Nondiscrimination on Basis of Handicap" Section 504, of the Rehabilitation Act of 1973, dated June 3, 1977, (hereinafter referred to as Section 504) and procedures established by City of Portland, Human Resources Bureau, Aging Services Division (hereinafter referred to as the Area Agency on Aging - AAA). The regulation defines and forbids acts of discrimination against qualified handicapped persons in employment and in the operation of programs/activities receiving assistance from the Department of Health Education and Welfare. The Contractor hereby gives assurance that it will immediately take measures necessary to effectuate this agreement.

As an employer, the Contractor agrees to make reasonable accommodation to the handicaps of applicants and employees unless the accommodation would cause the employer undue hardship, as defined in Section 504. This extends to all phases of employment including recruitment, selection and placement, compensation, promotion and transfer, disciplinary measures, demotions, layoffs and terminations, testing and training, daily working conditions, awards and benefits, and all other terms and conditions of employment.

The Contractor shall submit to the AAA, for analysis and recommendations, copies of their affirmative action plan and personnel policies which include provisions that assure the following:

1. No qualified handicapped person shall, on the basis of handicap, be subjected to discrimination in employment by the Contractor.
2. The Contractor shall make all decisions concerning employment in a manner which ensures that discrimination on the basis of handicap does not occur and may not limit, segregate, or classify applicants or employees in any way that adversely effects their opportunities or status because of handicap.
3. The Contractor shall not participate in a contractual or other relationship that has the effect of subjecting qualified handicapped applicants or employees to discrimination.

151796

4. The Contractor shall make reasonable accommodation to the known physical or mental limitations of an otherwise qualified handicapped applicant or employee.
5. The Contractor shall not deny any employment opportunity to a qualified handicapped employee or applicant if the basis for the denial is the need to make reasonable accommodation.

As a provider of community services, the Contractor shall take appropriate steps in accordance with the established procedures, to assure that no qualified handicapped person, because of the Contractor's facilities are inaccessible to or unable by handicapped persons, be denied the benefits of, be excluded from participation in, or otherwise be subjected to discrimination under any program or activity. The Contractor's programs and activities, when viewed in its entirety, will be readily accessible to handicapped persons.

The Contractor hereby recognizes and agrees that an Assurance of Compliance with Section 504 is given in consideration of and for the purpose of obtaining any and all AAA contracts or other financial assistance extended after the date hereof to the Contractor by the AAA, including installment payments after such date on account of applications for AAA financial assistance which were approved before such date. The Contractor recognizes and agrees that such AAA financial assistance will be extended in reliance on the representations and agreements made in this Assurance, and that the AAA shall have the right to seek judicial enforcement of this Assurance. This Assurance is binding on the Contractor, its successors, transferees, and assignees, and the person whose signature appears below is authorized to sign this Assurance on behalf of the Contractor.

Dated this 1st day of May, 19 81.

✓ By [Signature]

Title Chairman - Board of Directors

Hollywood Senior Center
1820 N. E. 40th Ave.,
Portland, Or. 97212

Contractor's mailing address

ASSURANCE OF COMPLIANCE
WITH THE CITY OF PORTLAND
AFFIRMATIVE ACTION PLAN

151796

Hollywood Senior Center (hereinafter called the "Contractor")
HEREBY AGREES THAT it will comply with the City of Portland Affirmative Action Plan as stated in City Ordinance 144724, dated November 10, 1977, and the Federal Guidelines contained in Revised Code 4 of the U. S. Department of Labor, to the end that no person who applies for employment shall, on the ground of race, color, religion, age, sex, national origin, or handicap, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Contractor receives City of Portland financial assistance; and HEREBY GIVES ASSURANCE THAT it will immediately take any measures necessary to effectuate this agreement.

The "equal employment opportunity doctrine" is more than a directive prohibiting discriminatory practices; rather, it is a doctrine that requires positive measures to assure an equal opportunity for meaningful employment of those persons who have been victims of discrimination. This doctrine extends to all areas of employment and to all relations with employees, including recruitment, selection and placement, compensation, promotion and transfer, disciplinary measures, demotions, layoffs and terminations, testing and training, daily working conditions, awards and benefits, and all other terms and conditions of employment. The Affirmative Action Plan calls for:

1. An improvement of employment opportunities for minority group persons and women in all employee classifications.
2. An improvement of career opportunities for minority groups and women employees.
3. An increased awareness of "institutional" biases through education and training to achieve its eradication.
4. An explanation to minority group organizations of the programs, employment and training opportunities, and the qualifications required for positions in the Contractor's organization.
5. An active education program which will keep management, supervisors and employees informed of their social and civil rights and responsibilities.

The Contractor hereby recognizes and agrees that an Assurance of Compliance with the City of Portland's Affirmative Action Plan is given in consideration of and for the purpose of obtaining any and all City contracts or other financial assistance extended after the date hereof to the Contractor by the City, including installment payments after such date on account of applications for City financial assistance which were approved before such date. The Contractor recognizes and agrees that such City financial assistance will be extended in reliance on the representations and agreements made in this Assurance, and that the City of Portland shall have the right to seek judicial enforcement of this Assurance. This Assurance is binding on the Contractor, its successors, transferees, and assignees, and the person whose signature appears below is authorized to sign this Assurance on behalf of the Contractor.

Dated 5/1/81

Hollywood Senior Center

1820 N. E. 40th Ave. Portland, Or.

(Contractor's mailing address) 97212

✓ By 

Title

Chairman - Board of Directors

DISTRICT ADVISORY COMMITTEE REVIEW

151706

The District Advisory Committee of the Northeast Aging Services District in Portland/Multnomah County has reviewed the proposal for District Center Services to be provided by Hollywood Senior Center in the Northeast District through contract with the City of Portland, Human Resources Bureau. Comments are attached.

X The District Advisory Committee approves the proposal for District Center Services.

 The District Advisory Committee does not approve of the proposal for District Center Services for reasons listed below:

 The District Advisory Committee has reviewed the proposal, but has taken no action at this time.

[Signature]
Signature of Chairperson

5/1/81
Date